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6 March 1970

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 10  
2 - 6 March 1970

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1. [REDACTED] GS-16, FI Staff, (postponed from the January course), and [REDACTED] GS-16, CI Staff, will attend the DODCI Senior Executive Course beginning 23 March.

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2. Our Naval Materiel Command Contact called AIR on 5 March and offered several spaces in the 9 March Art and Technique of Negotiating Contract Modifications (free!). This is a one-week course that deals with making changes to contracts in existence. [REDACTED] an SL designee assigned to OSA, will attend. Nomination papers are being rushed.

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3. Reference last week's report, our FSI Total Immersion student [REDACTED] WH) is doing quite well. A report from Mr. [REDACTED] says the training is better than he expected. "They keep me going so fast here that it's hard for me to find time to make a telephone call." The program consists of a long day of instruction (8:45 a.m. - 5:30 p.m.), lunch with the instructor, and sporadic periods of listening to tapes (about ten minutes each). The student is very enthusiastic, thinks this is a good way to learn a language quickly, says he's getting very good treatment [REDACTED] "If the experiment fails, the fault is mine, not FSI's," says [REDACTED]

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4. In a conversation with Lloyd Swift, Coordinator, Headquarters Language Training, FSI, we learned that budget problems are causing drastic cuts in FSI's tutorial arrangements. No instructors can be provided for the purpose of handling

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tutorials alone. If the tutorials are eliminated completely,

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5. Business is booming for the NSA Standard Cryptologic Briefing. We have reserved 12 spaces for the 18 March presentation; 12 for the 8 April running, and have received requests for five additional spaces for 18 March and 12 for 27 May. NPIC has a standing requirement of 15 people for each monthly running for the next eight months. Up through the 18 March briefing, NSA has reserved 35 spaces for DIA and can accommodate an additional 30 persons. NPIC and the rest of CIA will not have any difficulty utilizing the 30 spaces.

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6. Another research topic has been received, this from [REDACTED] FE, Air War College: "Toward an International Program for Manned Exploration of Space - Should We Invite a Cosmonaut?"

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7. [REDACTED] Deputy Director, OBGI, will be the Agency's representative in the next session of the Federal Executive Institute, Charlottesville, Va., 8 March - 1 May.

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9. The DIA Information Science Center will be conducting its second course, "A Survey of Intelligence Information Systems," 6 - 24 April 1970. We received a quota of six spaces, but unfortunately can use only one; [REDACTED] GS-12, TSD, 25X1A9a is the nominee. We have requested that [REDACTED] be listed on all rosters [REDACTED] The deadline 25X1A9a for nominations was 18 February, but was extended two weeks

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to see if the Agency's IPC, [REDACTED] would receive any response to his memo to all IPC's requesting nominees. We had issued an earlier OTR memo to the IPC's and those Training Officers on our regular "ADP" distribution list, publicizing the course and the availability of quotas.

The pilot running of the course began on 2 February and continues until 27 March; we have five students attending.

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10. On Tuesday, 3 March, [REDACTED] 25X1A9a  
[REDACTED] (Clerical Training Faculty) attended a luncheon and open house at the U. S. Department of Agriculture Graduate School. The open house was held in the Individual Study Center where courses for individual study by programmed learning are offered. Refresher shorthand, typing and vocational English are currently being taught by auto tutor, cassettes, and programmed learning texts. Tuition for most of the students is paid by their offices, and the students come at a time that they are least busy in the office. An instructor is always present to assist the students when needed, guide them in the selection of study materials, etc. The instructor also presents some instruction depending on what is needed by the individual student, and gives pre-tests and post-tests. The group taking the courses now is the first to use this method. Forty-four students began and only one has dropped out, and that was because she was moving away from this area. Student reaction has generally been favorable.

11. On Friday, 13 March, [REDACTED] 25X1A9a  
and I plan to go <sup>to</sup> the National Security Agency to discuss their plans for the use of Computer-Assisted Instruction.

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[REDACTED]  
Chief  
Instructional Support Staff